



# INDIANA DEPARTMENT OF TRANSPORTATION

*Driving Indiana's Economic Growth*

100 North Senate Avenue

Room N955

PHONE: (317) 232-5337

FAX: (317) 232-5478

**Michael B. Cline, Commissioner**

**Mitchell E. Daniels, Jr., Governor**

January 13, 2011

Re: Local Highway Safety Improvement Program - "2011 Spring Call for Projects"

This is to notify you that the Indiana Department of Transportation (INDOT) will be accepting applications for federal safety funds for local projects on local public roads maintained by counties, cities and towns.

You must complete the application according to the requirements set out in the *Local Highway Safety Improvement Program Project Selection Guidance dated July 1, 2010*, located at:

<http://www.in.gov/indot/files/LocalHSIPProjectSelectionGuidance.pdf>

Metropolitan Planning Area Process:

All counties, cities and towns within a Metropolitan Planning Urbanized Area will submit their application to their Metropolitan Planning Organization for approval to be considered for funding. Failure to do so and to receive confirmation will result in an ineligible application. Each application packet that has been approved by the relevant MPO will be submitted electronically to the designated FTP site no later than Midnight February 25, 2011.

Rural Group III and Group IV Process:

All rural Group III and Group IV communities that are located outside the urbanized area of Metropolitan Planning Organizations (MPOs) will submit their applications to the LTAP HELPERS Project for review of eligibility to be considered for funding. Failure to do so and to receive confirmation will result in an ineligible application. The HELPERS Project will submit those eligible candidate projects electronically to the Office of Traffic Safety no later than Midnight on February 25, 2011.

A Rural Group III community must have a population greater than 5,000 and less than 50,000 (based upon the U.S. Census Bureau's 2000 data) and a Group IV community will have a population of 5,000 or less or be a county government.

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Each Local Public Agency (MPO areas and rural areas) must designate a Certified Employee in Responsible Charge (ECR) as defined in Chapter 10 of the *INDOT-LPA Process Guidance Document* at <http://www.in.gov/indot/div/projects/LPASection/guidanceDocument.htm> . If the LPA does not have an ECR they must get at least one employee certified by May 27, 2011 to qualify for this call. Information on the certification process is available through INDOT Local Programs Division or at the LTAP web site located at: <http://rebar.ecn.purdue.edu/LTAP/Training/Brochure/LPA%20SeptDec09.pdf>

An applicant may submit a maximum of 20 pages of supporting documents with each application with type size no smaller than 10 point.

Applications from communities which owe INDOT money which is more than 60 days past due will not be considered. An LPA which resolves its past due account will be eligible for award. An LPA may contact the appropriate INDOT District Local Programs Coordinator to discuss its past due account.

<u>District</u>	<u>Contact</u>	<u>Telephone</u>	<u>e-mail</u>
Crawfordsville	Susan Kemp	(765) 361-5228	<a href="mailto:skemp@indot.in.gov">skemp@indot.in.gov</a>
Fort Wayne	David Armstrong	(260) 969-8277	<a href="mailto:darmstrong@indot.in.gov">darmstrong@indot.in.gov</a>
Greenfield	Shahnaz Afzaal	(317) 467-3973	<a href="mailto:safzaal@indot.in.gov">safzaal@indot.in.gov</a>
LaPorte	Marcia Blansett	(219) 325-7564	<a href="mailto:mblansett@indot.in.gov">mblansett@indot.in.gov</a>
Seymour	Brandi Fischvogt	(812) 522-5649	<a href="mailto:bfischvogt@indot.in.gov">bfischvogt@indot.in.gov</a>
Vincennes	Jaclyn Foote	(812) 895-7393	<a href="mailto:ifoote@indot.in.gov">ifoote@indot.in.gov</a>

The following documents will soon be posted on INDOT's website (<http://www.in.gov/dot/div/legal/rfp/LPASection>):

1. Procedure for Local Federal Aid Programs
2. Inventory of Group III projects, including current amount of federal funds allocated.
3. INDOT LPA Process Guidance Document.

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Federal funds are available immediately for existing fully developed and partially developed and new projects that meet requirements for federal aid. The federal fiscal year assigned for project letting will be determined at the time of project approval.

Federal safety funds will be apportioned by INDOT according to the approval of the multi agency Highway Safety Advisory Committee (HSAC). Decisions by the HSAC are final.

If you have any questions regarding the application process, please contact the Local Programs Coordinator for your district.

Sincerely,

Michael A. Holowaty, P.E.

Manager, Office of Traffic Safety

CC: Audra Blasdel, Rick Drumm FHWA, Brad Mills (Evansvillempo), District LPA Coordinators, File

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